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SERIES I No. 27

# OFFICIAL GAZETTE

## GOVERNMENT OF GOA



PUBLISHED BY AUTHORITY

### NOTE

There are three Extraordinary issues to the Official Gazette, Series I No. 26 dated 25-9-2014, as follows:—

(1) Extraordinary dated 25-9-2014 from pages 979 to 983 regarding The Goa Agricultural Tenancy (Amendment) Act, 2014 — Not. No. 7/14/2014-LA from Department of Law & Judiciary (Legal Affairs Division).

(2) Extraordinary (No. 2) dated 26-9-2014 from pages 985 to 990 regarding The Goa Panchayats (Grants to Tackle Garbage Menace) Scheme, 2014 — Not. No. 26/126/DP/Scheme-Plastic Menace/2014/5387 from Department of Panchayati Raj and Community Development.

(3) Extraordinary (No. 3) dated 30-9-2014 from pages 991 to 1004 regarding The Goa Co-operative Societies (Amendment) Act, 2014 — Not. No. 7/19/2014-LA and The Goa Public Health (Amendment) Act, 2014 — Not. No. 7/18/2014-LA from Department of Law & Judiciary (Legal Affairs Division).

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## GOVERNMENT OF GOA

Department of Agriculture

Directorate of Agriculture

### Order

1/2/51/2014-D.Agr/1120

Ref: Government Notification No. 1/2/51/ /2013-D.Agr/2130 dated 14-3-2013.

Approval of the Government is hereby conveyed to continue the “Kissan Mitra”

Scheme for further period of one year upto 31-3-2015.

This issued with the concurrence of Finance (Exp.) Department vide U. O. No. 4077-F dated 3-9-2014.

By order and in the name of the Governor of Goa.

Orlando Rodrigues, Director & ex officio Joint Secretary (Agriculture).

Tonca Caranzalem, 24th September, 2014.

## Department of Home

Home—General Division

—  
**Notification**

1/36/98-HD(G)/3044

In exercise of the powers conferred by sub-sections (2) and (3) of section 46, read with sections 2 and 7 of the Police Act, 1861 (Central Act 5 of 1861), the Government of Goa hereby makes the following rules so as to further amend the Goa Police Subordinate Service (Discipline and Appeal) Rules, 1975, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Police Subordinate Service (Discipline and Appeal) (Amendment) Rules, 2014.

(2) They shall come into force at once.

2. *Amendment of rule 2.*— In the Goa Police Subordinate Service (Discipline and Appeal) Rules, 1975 (hereinafter referred to as the “principal Rules”), in rule 2, for clause (f), the following shall be substituted, namely:—

“(f) “Superintendent of Police” means an officer of Indian Police Service or Goa Police Service holding the rank of Superintendent of Police, appointed to any post which is equivalent to the rank of Superintendent of Police;”.

3. *Amendment of rule 19-A.*— In sub-rule (1) of rule 19-A of the principal Rules, for the words “the Chief Secretary”, the words “the Director General of Police” shall be substituted.

4. *Amendment of Schedule.*— For the Schedule appended to the principal Rules, the following schedule shall be substituted, namely:—

## “SCHEDULE

Sr. No.	Designation	Appointing Authority	Authority competent to impose penalties and penalties which it may impose with reference to item numbers in Rule 3		Appellate Authority
			Authority	Penalty	
1	2	3	4	5	6
1. Inspector of Police or equivalent in all wings of Police	Deputy Inspector General of Police		(i) Deputy Inspector General of Police	Major	Inspector General of Police
			(ii) Superintendent of Police	Minor	Deputy Inspector General of Police
2. Sub-Inspector of Police or equivalent (including other categories in the ranks of Sub-Inspector of Police of all wings of Police)	Deputy Inspector General of Police		(i) Deputy Inspector General of Police	Major	Inspector General of Police
			(ii) Superintendent of Police	Minor	Deputy Inspector General of Police
3. Assistant Sub-Inspector of Police or equivalent (including all other categories in the ranks of	Superintendent of Police		Superintendent of Police	Major and Minor	Deputy Inspector General of Police

1	2	3	4	5	6
	Assistant Sub-inspector of all wings of Police)				
4.	Head Constable or equivalent (including all other categories in the ranks of Head Constable in all wings of Police)	Superintendent of Police	Superintendent of Police	Major and Minor	Deputy Inspector General of Police
5.	Police Constable or equivalent (including all other categories in the ranks of Police Constable of all wings of Police)	Superintendent of Police	(i) Superintendent of Police (ii) Assistant Superintendent of Police/ /Deputy Superintendent of Police/Sub-Divisional Police Officer	Major and Minor Minor penalties specified in items (a) to (c) of rule 3	Deputy Inspector General of Police."

*Note:* Wherein original order of punishment is passed by the Inspector General of Police, the Appellate Authority shall be the Director General of Police and the Revisional Authority shall be the Chief Secretary. Wherever Appellate Authority is Inspector General of Police, the Reviewing/Revisional Authority shall be the Director General of Police.

By order and in the name of the Governor of Goa.

*Neetal P. Amonkar*, Under Secretary (Home).

Porvorim, 22nd September, 2014.



### Department of Labour

#### Order

24/17/2008-Lab-ESI/541

Read: Order No. 24/17/2008/Lab/ESI-Part-I dated 22-8-2011.

Sanction of the Government is hereby accorded for transfer of the post of Dy. Director of Accounts initially created for the E.S.I. Hospital, Margao vide Order read in the preamble, to the Office of the Administrative Medical Officer, E.S.I. Scheme, Panaji under Labour Department. The pay and allowances of the said post shall be debited to the Budget Head shown below:—

Sr. No.	Designation of the post	Pay Scale	No. of posts	Budget Head
1	2	3	4	5
1.	Dy. Director (Accounts)	Rs. 15,600-39,100 +5,400 G.P.	1	2210—Medical and Public Health; 01—Urban Health Services Allopathy; 102—Employees State Insurance Scheme; 01—Implementation of Employees State Insurance Scheme (Plan); 01—Salaries.

This has the concurrence of Finance (R&C) Department vide their U. O. No. 1408699 dated 15-9-2014.

By order and in the name of the Governor of Goa.

*Shashank V. Thakur*, Under Secretary (Labour).

Porvorim, 19th September, 2014.

Inspectorate of Factories & Boilers

### Notification

VI/FAC-6(L-1 Part)/IFB/2014/2108

Whereas draft rules which the Government of Goa proposes to make in exercise of the powers conferred by section 112 of the Factories Act, 1948 (Central Act No. 63 of 1948) (hereinafter referred to as the “said Act”), were pre-published as required by section 115 of the said Act, in the Official Gazette, Series I No. 4, dated 25th April, 2013 vide Notification No. VI/FAC-6(L-1 Part)/IFB-2013/379 dated 19-04-2013, of the Inspectorate of Factories and Boilers, Panaji, inviting objections and suggestions from all persons likely to be affected thereby within forty-five days from the date of publication of the said Notification in the Official Gazette;

And Whereas, the said Official Gazette was made available to the public on 25th April, 2013;

And Whereas, the objections and suggestions received from the public on the said draft rules have been considered by the Government.

Now, therefore, in exercise of the powers conferred by section 112 of the Factories Act, 1948 (Central Act No. 63 of 1948) and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Goa Factories (Occupational Safety and Health Audit) Rules, 2014.

(2) They shall apply to the following categories of factories, namely:—

- (i) Category I Factories;
- (ii) Category II Factories; and
- (iii) Category III Factories,

except the factories, which are having valid OHSAS (18001:2007) certificate or which are required to prepare Safety reports and Safety Audit reports as per the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989, as amended from time to time.

(3) They shall come into force at once.

2. *Definitions.*— (1) In these rules, unless the context otherwise requires,—

(a) “Act” means the Factories Act, 1948 (Central Act 63 of 1948);

(b) “Category I Factories” means factories involving “major accident hazards (MAH) installations” as defined under clause (ja) of rule 2 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989, as amended from time to time;

(c) “Category II Factories” means,—

(i) factories wherein the “hazardous process” defined under clause (cb) of section 2 of the Act is involved or carried out; or

(ii) factories involving isolated storage and industrial activity at a site handling (including transport through carrier or pipeline) of hazardous chemicals less than the threshold quantities specified in column 3 of Schedules 2 and 3 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 but greater than 100 litres or kg at a time;

(d) “Category III Factories” means factories other than Category I Factories and Category II Factories and licensed to employ more than 50 workers on any day;

(e) “Chief Inspector” means the Chief Inspector appointed under sub-section (2) of section 8 of the Act;

(f) “Form” means Form appended to these rules;

(g) “Government” means the Government of Goa;

(h) “hazardous chemical” means a hazardous chemical as defined in clause (e) of rule 2 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989;

(i) “occupational safety and health audit” means a systematic, objective assessment and documental evaluation of the occupational safety and health systems, practices, operations and procedures in and pertaining to Category I Factories, Category II Factories and Category III Factories;

(j) “Occupational Safety and Health Auditor” means a person or an organization recognized by the Chief Inspector as Occupational Safety and Health Auditor, for the purpose of carrying out occupational safety and health audits;

(k) “section” means section of the Act.

(2) Words and expressions used herein but not defined shall have the same meanings as are respectively assigned to them in the Act.

**3. Conducting Occupational Safety and Health Audit.**— The occupier shall arrange to carry out an occupational safety and health audit, as follows:—

(a) internally, at intervals not exceeding twelve months, by factory staff,

(b) externally, by an Occupational Safety and Health Auditor recognized by Chief Inspector at following intervals, namely:—

(i) once in two years for Category I Factories;

(ii) once in three years for Category II Factories; and

(iii) once in five years for Category III Factories:

Provided that, in the year when external occupational safety and health audit is carried out, internal audit need not be carried out for that year:

Provided further that after commencement of these Rules, the Occupier shall arrange to carry out an occupational safety and health audit,—

(a) internally, by factory staff within a period of six months from such commencement; and

(b) externally, by an Occupational Safety and Health Auditor recognized by Chief Inspector, within a period of eighteen months from such commencement.

**4. Occupational Safety and Health Auditor.**— (1) The Chief Inspector may recognize a person or an organization having persons possessing qualifications, experience and fulfilling other requirements as specified in the Schedule hereto as Occupational Safety and Health Auditor, for a period not exceeding three years from the date of such recognition.

(2) The person or an organization desirous of being recognized as Occupational Safety and Health Auditor under these Rules, shall submit to the Chief Inspector an application in Form I or Form II, as the case may be, accompanied with the documents specified in the Schedule hereto and a treasury receipt of ten thousand rupees towards fees which shall be non refundable.

(3) The Chief Inspector, upon receipt of an application under sub-rule (2), shall register such application and within a period of sixty days from the date of receipt of application, either after having satisfied himself as regards competence of the applicant, recognize the applicant person or an organization as Occupational Safety and Health Auditor and issue a certificate of recognition in the Form III or reject the application specifying the reasons therefor.

(4) The Chief Inspector may, after giving an opportunity to the Occupational Safety and



Health Auditor of being heard, revoke the certificate of recognition,—

(i) if he has reason to believe that the Occupational Safety and Health Auditor has violated any condition stipulated in the certificate of recognition; or

(ii) for any other reason to be recorded in writing.

#### SCHEDULE

(A) Qualifications, experience and other requirements.

(a) (i) Degree or diploma in engineering or technology from a recognized University/Board and ten years experience in a Department of the Central or State Government which deals with the implementation of the Factories Act, 1948 (63 of 1948), as amended from time to time;

OR

(ii) Degree in Mechanical/Electrical/Metallurgical/Chemical/Production/Industrial/Aeronautical/Civil Engineering or Degree in Mechanical/Electrical/Metallurgical/Chemical/Production/Industrial/Aeronautical/Civil technology from recognized University/Institute with ten years industrial experience either in manufacturing/maintenance/design/project or Safety Department of any industry in the supervisory or higher capacity; or in testing of pressure vessels and pipelines, lifting machines and lifting tackles and lifts and hoists, etc;

OR

(iii) Diploma in Mechanical/Electrical/Metallurgical/Chemical/Production/Industrial/Aeronautical/Civil Engineering or technology from a recognized Board with fifteen years industrial experience either in manufacturing/maintenance/design/project or Safety Department of any industry in the supervisory or

higher capacity or in testing of pressure vessels and pipelines, lifting machines and lifting tackles and lifts and hoists, etc.;

and

(b) a diploma in Industrial Safety awarded by University or Board of Technical Education of any State Government or Union Territory Administration in this behalf;

and

(c) a certificate of training in "safety and health audit" awarded by Directorate of General Factory Advise Services and Labour Institutes, Ministry of Labour and Employment, Government of India or the National Safety Council of India, set up by Ministry of Labour and Employment, Government of India or any other institute of repute:

Provided that the Chief Inspector may relax the requirements of a certificate of training in safety and health audit, if the applicant is already functioning as an Occupational Safety and Health Auditor and is above 45 years of age.

(B) A person to be eligible for recognition of Occupational Safety and Health Auditor shall be certified physically fit by a qualified Medical Practitioner.

5. *Methodology for conducting Occupational Safety and Health Audit.*— An occupational safety and health audit shall be carried out as per IS 14489: 1998, the Indian Standard Code of Practice on Occupational Safety and Health Audit as updated from time to time.

6. *Submission of Reports.*— The Occupier shall within a period of sixty days from the date of completion of an occupational safety and health audit, submit an audit report to the Chief Inspector, including any recommendations concerning the improvement of occupational safety and health conditions in that factory, as made by the Occupational Safety and Health Auditor.

## FORM I

[See rule 4 (2)]

**Form of Application for Recognition of a person as Occupational Safety and Health Auditor**

- (1) Name of the Applicant:  
 (2) Full Residential Address:  
 (3) Date of Birth:  
 (4) E-mail ID:  
 (5) Contact No.:  
 (6) Educational qualifications:  
     (Enclose certificates)  
 (7) Details of professional  
     experience:—  
     (in chronological order)


 PHOTO

Name of the Organization	Period of service	Designation	Area of responsibility

(8) Membership, if any, of professional bodies:

(9) Any other relevant information:

*Declaration by the Applicant:*

I, ....., hereby declare that the information furnished above is true and I undertake to fulfill and abide by the conditions stipulated in the certificate of recognition and instructions issued by the Chief Inspector from time to time, if any.

Place:

Date:

Signature

## FORM II

[See rule 4 (2)]

**Form of Application for Recognition of an Organization as Occupational Safety and Health Auditor**

- (1) Name and full address of the Organization:  
 (2) Organization's status (specify whether Government, Autonomous, Co-operative, corporate or private):  
 (3) Whether the organization has been recognized as an Occupational Safety and Health Auditor under any other statute. If so, give details:  
 (4) Particulars of person's employed and possessing qualification and experience:

Sr. No.	Name and Designation	Qualifications	Experience
1.			
2.			

(5) Membership, if any, of professional bodies:

(6) Any other relevant information:

*Declaration:*

I, ....., hereby, on behalf of ..... certify the details furnished above are correct to the best of my knowledge, I undertake to—

(i) notify the Chief Inspector about any change in the details of employees (either additions or deletion).

(ii) to fulfill and abide by all the conditions stipulated in the certificate of recognition and instructions issued by the Chief Inspector from time to time.

Place:

Date:

Signature of Head of the Organization  
Or of the person authorized to sign on behalf of Organization.

Designation

FORM III

[See rule 4 (3)]

**Certificate of Recognition to a Person or an Organization as Occupational Safety and Health Auditor**

I, ..... in exercise of the powers conferred on me under rule 4 (3) of the Goa Factories (Occupational Safety and Health Audit) Rules, 2014, hereby recognize (name of the person or an organization) ..... for providing Occupational Safety and Health Audit services to the factories located in the State of Goa.

This certificate is valid from .....to .....

This certificate is issued subject to the conditions stipulated hereunder:—

(i) The Occupational Safety and Health Audit shall be carried out in accordance with the provisions of the said Rules.

(ii) The Occupational Safety and Health Audit shall be carried out by the recognized person only.

(iii) The organization recognized shall keep the Chief Inspector informed of the changes in the names, designations and qualifications of the persons authorized by it to carry out Occupational Safety and Health Audit

(iv) Statement of Occupational Safety and Health Audit done shall be submitted to the Chief Inspector on quarterly basis in the format as may be specified.

(v) .....

Station:

Date:

OFFICIAL SEAL

Signature of the Chief Inspector

By order and in the name of the Governor of Goa.

S. M. Paranjape, Chief Inspector & ex officio Joint Secretary (Factories & Boilers).

Panaji, 23rd September, 2014.



Department of Science, Technology &  
Environment

**Notification**

1/24/2010/STE-DIR/927

**Order**

65/10/2013/STE-DIR/953

Sanction of the Government is hereby accorded for creation of the following posts in the Department of Science, Technology and Environment, with immediate effect.

Sr. No.	Name of the Post	Pay Scale	No. of Posts
1.	Jr. Stenographer	PB-I 5,200-20,200+2,400 G.P.	1
2.	Lower Division Clerk	PB-I 5,200-20,200+2,400 G.P.	2
3.	Driver	PB-I 5,200-20,200+1,900 G.P.	1

The expenditure shall be debitable to the Budget Head: 3425—Other Scientific Research; 60—Others; 800—Other Expenditure; 01—Sponsored Science and Technology Programme (Plan); 01—Salaries.

This issues with the approval/recommendation of the Administrative Reforms Department vide U.O. No. 1047/F dated 10-07-2014 and concurrence of Finance (Rev. & Cont.) Department vide U. O. No. 1400000218 dated 02-09-2014.

By order and in the name of the  
Governor of Goa.

*Srinet Kothwale*, Director & ex officio Jt. Secretary (Environment).

Saligao, 25th September, 2014.

The following Notification published in the Gazette of India is hereby published for the general information of public:—

- (1) G.S.R. 261(E) dated 15-04-2004.
- (2) S.O. 1146(E) dated 01-10-2003.
- (3) S.O. 753(E) dated 01-07-2004.

By order and in the name of Governor of  
Goa.

*Srinet Kothwale*, Director & ex officio  
Jt. Secretary (Environment).

Saligao, 19th September, 2014.

MINISTRY OF ENVIRONMENT  
AND FORESTS

New Delhi, the 15th April, 2004

*G.S.R. 261(E).*— In exercise of the powers conferred by section 62 of the Biological Diversity Act, 2002, and in supersession of the National Biodiversity Authority (salary, Allowances and conditions of service of Chairperson and other Members) Rules, 2003 except as respect to things done or omitted to be done before such supersession, the Central Government hereby makes the following rules namely:—

1. *Short title and commencement.*— (1) These rules may be called the Biological Diversity Rules, 2004.

(2) Thus shall come into force on 15th April, 2004.

2. *Definitions.*— In these rules, unless the context otherwise requires,—

(a) “Act” means the Biological Diversity Act 2002 (18 of 2003);

(b) "Authority" means the National Biodiversity Authority established under sub-section (1) of section 8,

(c) "Biodiversity Management Committee" means a Biodiversity Management Committee established by a local body under sub-section (1) of section 41;

(d) "Chairperson" means the chairperson of the National Biodiversity Authority or as the case may be, of the State Biodiversity Board.

(e) "fee" means any fee stipulated in the Schedule;

(f) "Form" means form annexed to these rules;

(g) "Member" means a member of the National Biodiversity Authority or a State Biodiversity Board and includes the chairperson as the case may be;

(h) "section" means a section of the Act;

(i) "Secretary" means the full time Secretary of the Authority.

(j) words and expressions used but not defined in these rules and defined in the Act shall have the meaning respectively assigned to them in the Act.

**3. Manner of selection and appointment of the Chairperson.—** (1) The Chairperson of the Authority shall be appointed by the Central Government.

(2) Every appointment of Chairperson under sub-section (1) shall be made either on deputation basis or by selection from outside the Central Government. In case the appointment is through deputation, the applicant should not be below the rank of Additional Secretary to the Government of India.

**4. Term of Office of the Chairperson.—** (1) The Chairperson of the Authority shall hold the office for a term of three years' and shall be eligible for re-appointment.

(2) Provided that no Chairperson shall hold office as such after he attains the age of sixty five years or his term of office expires which is earlier.

(3) The Chairperson may resign from his office by giving at least one month notice in writing to the Central Government.

**5. Pay and Allowances of Chairperson.—** (1) A Chairperson shall be entitled to a fixed pay of Rs. 26,000/- per month. In case of retired person is appointed as Chairperson, his pay shall be fixed in accordance with the orders of the Central Government as applicable to such persons.

(2) A Chairperson shall be entitled to such allowances, leave, pension, provident fund, house and other perquisites etc. to be decided by the Central Government from time to time.

**6. Term of Office and Allowances of non-official Members.—** (1) Every non-official member of the Authority shall hold his office for a term not exceeding three years at a time from the date of publication of his appointment in the Official Gazette.

(2) Every non-official member attending the meeting of the Authority shall be entitled to sitting allowance, travelling expenses, daily allowance and such other allowances as are applicable to non-official member of commissions and committees of the Central Government attending the meeting (s) of such Commissions or Committees.

**7. Filling up of vacancies of non-official members.—** (1) A non-official member of the Authority may resign his office at any time by giving in writing under his hand addressed to the Central Government and the seat of that member in the Authority shall become vacant.

(2) A casual vacancy of a non-official member in the Authority shall be filled up by a fresh nomination and the person nominated

to fill the vacancy shall hold office only for the remainder of the term of the member in whose place he was nominated.

8. *Removal of the members of the Authority.*— No member of the Authority shall be removed from his office on any ground specified in section 11, without a due and proper enquiry by an officer not below the rank of a Secretary to the Government of India appointed by the Central Government and without giving such member a reasonable opportunity of being heard.

9. *Secretary of the Authority.*— (1) The Authority shall appoint a Secretary to it.

(2) The terms and conditions of the appointment of the Secretary shall be determined by the Authority by regulation.

(3) The Secretary shall be responsible for co-ordinating and convening the meetings of the Authority, maintenance of the records of the proceedings of the Authority and such other matters as may be assigned to him by the Authority.

10. *Meetings of the Authority.*— (1) The Authority shall meet at least four times in a year normally after a period of three months at the Head quarters of the Authority or at such place as may be decided by the Chairperson.

(2) The Chairperson shall, upon a written request from not less than five Members of the Authority or upon a direction of the Central Government, call a special meeting of the Authority.

(3) The members shall be given at least fifteen days' notice for holding an ordinary meeting and at least three days' notice for holding a special meeting specifying the purpose, the time and the place at which such meeting is to be held.

(4) Every meeting shall be presided over by the Chairperson and in his absence, by a

presiding officer to be elected by the members present from amongst themselves.

(5) The decision of the Authority at a meeting shall, if necessary, be taken by a simple majority of the Members present and voting and the Chairperson or in his absence, the Member presiding shall have a second or casting vote.

(6) Each member shall have one vote.

(7) The quorum at every meeting of the Authority shall be five.

(8) No Member shall be entitled to bring forward for the consideration of a meeting any matter of which he has not given ten days' notice unless the Chairperson in his discretion permits him to do so.

(9) Notice of the meeting may be given to the Members by delivering the same by messenger or sending it by registered post to his last known place of residence or business or in such other manner as the Secretary of the Authority may, in the circumstances of the case, think fit.

11. *Appointment of Expert Committee by the Authority and their entitlements.*— (1) The Authority may constitute any number of Committees for such purposes as it may deem fit consisting wholly of members or wholly of other persons or partly of members or partly of other persons.

(2) The members of the Committee other than the members of the Authority shall be paid such fees and allowances for attending the meetings as the Authority may deem fit.

12. *General functions of the Authority.*— The Authority may perform the following functions; namely:—

(i) lay down the procedure and guidelines to govern the activities provided under sections 3, 4 and 6;

(ii) advise the Central Government on any matter concerning conservation of

bio-diversity, sustainable use of its components and fair and equitable sharing of benefits arising out of the use of biological resource and knowledge;

(iii) coordinate the activities of the State Bio-diversity Boards;

(iv) provide technical assistance and guidance to the State Bio-diversity Boards;

(v) commission studies and sponsor investigations and research;

(vi) engage consultants, for a specific period, not exceeding three years, for providing technical assistance to the Authority in the effective discharge of its functions:

Provided that if it is necessary and expedient to engage any consultant beyond the period of three years, the Authority shall seek prior approval of the Central Government for such an engagement.

(vii) collect, compile and publish technical and statistical data, manuals, codes or guides relating to conservation of bio-diversity, sustainable use of its components and fair and equitable sharing of benefits arising out of the use of biological resource and knowledge;

(viii) organise through mass media a comprehensive programme regarding conservation of bio-diversity, sustainable use of its components and fair and equitable sharing of benefits arising out of the use of biological resource and knowledge.

(ix) plan and organise training of personnel engaged or likely to be engaged in programmes for the conservation of bio-diversity and sustainable use of its components;

(x) prepare the annual Budget of the Authority incorporating its own receipts as also the devaluation from the Central Government provided that the allocation

by the Central Government shall be operated in accordance with the budget provisions approved by the Central Government;

(xi) recommend creation of posts to the Central Government, for effective discharge of the functions by the Authority and to create such posts, provided that no such post whether permanent/temporary or of any nature, would be created without prior approval of the Central Government;

(xii) approve the method of recruitment to the officers and servants of the Authority;

(xiii) take steps to build up data base and to create information and documentation system for biological resources and associated traditional knowledge through bio-diversity registers and electronic data bases, to ensure effective management, promotion and sustainable uses;

(xiv) give directions to State Bio-diversity Boards and the Bio-diversity Management Committees in writing for effective implementation of the Act;

(xv) report to the Central Government about the functioning of the Authority and implementation of the Act;

(xvi) recommend, modify, collection of benefit sharing fee under sub-section (1) of section 6 or changes of royalties under sub-section (2) of section 19 in respect of biological resources from time to time;

(xvii) sanction grants-in-aid and grants to the State Bio-diversity Board and Bio-diversity Management Committees for specific purposes;

(xviii) undertake physical inspection of any area in connection with the implementation of the Act;

(xix) take necessary measures including appointment of legal experts to oppose

grant of intellectual property right in any country outside India on any biological resource and associated knowledge obtained from India in an illegal manner;

(xx) do such other functions as may be assigned or directed by the Central Government from time to time.

*13. Powers and duties of Chairperson.—*

(1) The Chairperson shall have the overall control of the day-to-day activities of the Authority.

(2) Subject to the provisions of section 10, the Chairperson shall have the powers of general superintendence over the officers and staff of the Authority and he may issue necessary directions for the conduct and management of the affairs of the Authority.

(3) The Chairperson shall be in charge of all the confidential papers and records of the Authority and shall be responsible for their safe custody.

(4) All orders and instructions to be issued by the Authority shall be under the signature of the Chairperson or of any other officer authorized by the Chairperson in this behalf.

(5) The Chairperson, either himself or through an officer of the authority authorized for the purpose, may sanction and disburse all payments against the approved budget.

(6) The Chairperson shall have full powers for granting administrative and technical sanction to all estimates.

(7) The Chairperson shall convene and preside over all the meetings of the Authority and shall ensure that all decisions taken by the Authority are implemented in proper manner.

(8) The Chairperson shall exercise such other powers and perform such other functions as may be delegated to him from time to time by the Authority or the Central Government.

*14. Procedure for access to biological resources and associated traditional knowledge.—* (1) Any person seeking approval of the Authority for access to biological resources and associated knowledge for research or for commercial utilization shall make an application in Form I.

(2) Every application under sub-rule (1) shall be accompanied by a fee of ten thousand rupees in the form of a cheque or demand draft drawn in favour of the Authority.

(3) The Authority shall after consultation with the concerned local bodies and collecting such additional information from the applicant and other sources, as it may deem necessary, dispose of the application, as far as possible, within a period of six months from the date of its receipts.

(4) On being satisfied with the merit of the application, the Authority may grant the approval for access to biological resources and associated knowledge subject to such term and conditions as it may deem fit to impose.

(5) The approval to access shall be in the form of a written agreement duly signed by an authorized officer of the Authority and the applicant.

(6) The form of the agreement referred to in sub-rule (5) shall be laid down by the Authority and shall include the following; namely:—

(i) general objectives and purpose of the application for seeking approval;

(ii) description of the biological resources and traditional knowledge including accompanying information;

(iii) intended uses of the biological resources (research, breeding, commercial utilization etc.)

(iv) conditions under which the applicant may seek intellectual property rights;



(v) quantum of monetary and other incidental benefits. If need be, a commitment to enter into a fresh agreement particularly in case if the biological material is taken for research purposes and later on sought to be used for commercial purposes, and also in case of any other change in use thereof subsequently.

(vi) restriction to transfer the accessed biological resources and the traditional knowledge to any third party without prior approval of Authority;

(vii) to adhere to a limit set by the Authority on the quantity and specification of the quality of the biological resources for which the applicant is seeking access;

(viii) guarantee to deposit a reference sample of the biological material sought to be accessed with the repositories identified in section 39;

(ix) submitting to the Authority a regular status report of research and other developments;

(x) Commitment to abide with the provisions of Act and rules and other related legislations in force in the country;

(xi) Commitment to facilitate measures for conservation and sustainable use of biological resources accessed;

(xii) Commitment to minimize environmental impacts of collecting activities;

(xiii) legal provisions such as duration of the agreement, notice to terminate the agreement, independent enforceability of individual clauses, provision to the extent that obligations in benefit sharing clauses survive the termination of the agreement, events limiting liability (natural calamities), arbitration, any confidentiality clause.

7. The conditions for access may specifically provide measures for conservation and protection of biological resources to which the access is being granted.

(8) The Authority may for reasons to be recorded in writing reject an application if it considers that the request cannot be acceded to.

(9) No application shall be rejected unless the applicant is given a reasonable opportunity of being heard.

(10) The Authority shall take steps to widely publicize the approvals granted, through print or electronic media and shall periodically monitor compliance of conditions on which the approval was accorded.

15. *Revocation of access or approval.*— (1) The Authority may either on the basis of any complaint or *suo moto* withdraw the approval granted for access under rule 15 and revoke the written agreement under the following conditions; namely:—

(i) on the basis of reasonable belief that the person to whom the approval was granted has violated any of the provisions of the Act or the condition on which the approval was granted;

(ii) when the person who has been granted approval has failed to comply with the terms of the agreement;

(iii) on failure to comply with any of the conditions of access granted;

(iv) on account of overriding public interest or for protection of environment and conservation of biological diversity;

(2) The Authority shall send a copy of every order of revocation issued by it to the concerned State Biodiversity Board and the Biodiversity Management Committees for prohibiting the access and also to assess the damage, if any, caused and take steps to recover the damage.

16. *Restriction on activities related to access to biological resources.*— (1) The Authority if it deems necessary and appropriate shall take the steps to restrict or prohibit the request



for access to biological resources for the following reasons; namely:—

(i) the request for access is for any endangered taxa;

(ii) the request for access is for any endemic and rare species;

(iii) the request for access may likely to result in adverse effect on the livelihoods of the local people;

(iv) the request to access may result in adverse environmental impact which may be difficult to control and mitigate;

(v) the request for access may cause genetic erosion or affecting the ecosystem function;

(vi) use of resources for purposes contrary to national interest and other related international agreements entered into by India.

17. *Procedure for seeking approval for transferring results of research.*— (1) Any person desirous of transferring results of research relating to biological resources obtained from India for monetary consideration to foreign nationals, companies and Non Resident Indians (NRIs), shall make an application to the Authority in the Form II.

(2) Every application under sub-rule (i) shall be accompanied by a fee of five thousand rupees in the form of a Bank draft or cheque drawn in favour of the Authority.

(3) Every application under sub-rule (i) shall be decided upon by the Authority, as far as possible within a period of three months from the receipt of the same.

(4) On being satisfied that the applicant has fulfilled all the requirements, the Authority may grant the approval for transferring the results of research subject to such terms and conditions as it may deem fit to impose in each case.

(5) The approval for transfer shall be granted in the form of a written agreement duly signed by an authorized officer of the Authority and the applicant. The form of the agreement shall be such as may be decided by the Authority.

(6) The Authority may for reasons to be recorded in writing reject an application if it considers that the application cannot be allowed;

Provided that the application shall be rejected unless the applicant has been given a reasonable opportunity of being heard.

18. *Procedure for seeking prior approval before applying for intellectual property protection.*— (1) Any person desirous of applying for a patent or any other intellectual property based on research on biological material and knowledge obtained from India shall make an application in Form III.

(2) Every application under sub-rule (1) shall be accompanied by paying a fee of five hundred rupees.

(3) The Authority after due appraisal of the application and after collecting any additional information, on the basis of merit shall decide on the application, as far as possible within a period of three months of receipt of the same.

(4) On being satisfied that the applicant has fulfilled all the necessary requirements, the Authority may grant approval for applying for a patent or any other IPR subject to such terms and conditions as it may deem fit to impose in each case.

(5) The approval shall be granted in the form of a written agreement duly signed by an authorized officer of the Authority and the applicant. The form of the agreement may be decided by the Authority.

(6) The Authority may reject the application if it considers that the request cannot be acceded to after recording the reasons. Before

passing order of rejection, the applicant shall be given an opportunity of hearing.

19. *Procedure for third party transfer under sub-section (2) of section 20.*— (1) The persons who have been granted approval for access to biological resources and associated knowledge, intend to transfer the accessed biological resource or knowledge to any other person or organization shall make an application to the Authority in Form IV.

(2) Every application under sub-rule (1) shall be accompanied by a fee of ten thousand rupees in the form of Bank draft or cheque drawn in favour of the Authority.

(3) The Authority shall after collecting any additional information, decide upon the application as far as possible within a period of six months of receipt of the same.

(4) On being satisfied that the applicant has fulfilled all the necessary requirements, the Authority may grant approval for third party transfer subject to such terms and conditions it may deem fit to impose in each case.

(5) The approval as may be granted under sub-rule (4) in the form of a written agreement duly signed by an authorized officer of the Authority and the applicant. The form of the agreement shall be such as may be decided by the Authority.

(6) The Authority may for reasons to be recorded in writing reject the application if it considers that the request cannot be acceded to provided that no application shall be rejected unless the applicant has been given an opportunity of being heard.

20. *Criteria for equitable benefit sharing (section 21).*— (1) The Authority shall by notification in the Official Gazette formulate the guidelines and describe the benefit sharing formula.

(2) The guidelines shall provide for monetary and other benefits such as royalty;

joint ventures; technology transfer; product development; education and awareness raising activities; institutional capacity building and venture capital fund.

(3) The formula for benefit sharing shall be determined on a case-by-case basis.

(4) The Authority while granting approval to any person for access or for transfer of results of research or applying for patent and IPR or for third party transfer of the accessed biological resource and associated knowledge may impose terms and conditions for ensuring equitable sharing of the benefits arising out of the use of accessed biological material and associated knowledge.

(5) The quantum of benefits shall be mutually agreed upon between the persons applying for such approval and the Authority in consultation with the local bodies and benefit claimers and may be decided in due regard to the defined parameters of access, the extent of use, the sustainability aspect, impact and expected outcome levels, including measures ensuring conservation and sustainable use of biological diversity.

(6) Depending upon each case, the Authority shall stipulate the time frame for assessing benefit sharing on short, medium, and long term benefits.

(7) The Authority shall stipulate that benefits shall ensure conservation and sustainable use of biological diversity.

(8) Where biological resources or knowledge is accessed from a specific individual or a group of individuals or organizations, the Authority may take steps to ensure that the agreed amount is paid directly to them through the district administration. Where such individuals or group of individuals or organizations cannot be identified, the monetary benefits shall be deposited in the National Biodiversity Fund.

(9) Five percent of the assessed benefits shall be earmarked for the Authority or Board

as the case may be, towards administrative and service charges.

(10) The Authority shall monitor the flow of benefits as determined under sub-rule (4) in a manner determined by it.

*21. Application of National Biodiversity Fund.*— (1) The National Biodiversity Fund shall be operated by the Chairperson or by such other officer of the Authority as may be authorized in this regard.

(2) The National Biodiversity Fund shall have two separate heads of accounts, one relating to the receipts from the Central Government and the other concerning the fee, licence fee, royalty and other receipts of the Authority.

*22. Constitution of Biodiversity Management Committees.*— (1) Every local body shall constitute a Biodiversity Management Committee (BMCs) within its area of jurisdiction.

(2) The Biodiversity Management Committee as constituted under sub-rule (1) shall consist of a Chairperson and not more than six persons nominated by the local body, of whom not less than one third should be women and not less than 18% should belong to the Scheduled Castes/Scheduled Tribes.

(3) The Chairperson of the Biodiversity Management Committee shall be elected from amongst the members of the committee in a meeting to be chaired by the Chairperson of the local body. The Chairperson of the local body shall have the casting votes in case of a tie.

(4) The Chairperson of the Biodiversity Management Committee shall have a tenure of three years.

(5) The local Member of Legislative Assembly/Member of Legislative Council and Member of Parliament would be special invitees to the meetings of the Committee.

(6) The main function of the BMC is to prepare People's Biodiversity Register in

consultation with local people. The Register shall contain comprehensive information on availability and knowledge of local biological resources, their medicinal or any other use or any other traditional knowledge associated with them.

(7) The other functions of the BMC are to advise on any matter referred to it by the State Biodiversity Board or Authority for granting approval, to maintain data about the local vairs and practitioners using the biological resources.

(8) The Authority shall take steps to specify the form of the People's Biodiversity Registers, and the particulars it shall contain and the format for electronic database.

(9) The Authority and the State Biodiversity Boards shall provide guidance and technical support to the Biodiversity Management Committees for preparing People's Biodiversity Registers.

(10) The People's Biodiversity Registers shall be maintained and validated by the Biodiversity Management Committees.

(11) The Committee shall also maintain a Register giving information about the details of the access to biological resources and traditional knowledge granted, details of the collection fee imposed and details of the benefits derived and the mode of their sharing.

*23. Appeal for settlement of disputes under section 50.*— (1) If a dispute arises between the Authority or a State Biodiversity Board or between one Board and other Board(s) on account of implementation of any order or direction or on any issue of policy decision, either of the aggrieved parties i.e., Authority or the Board, as the case may be, prefer an appeal to the Central Government under section 50, in Form V to the Secretary, Ministry of Environment and Forests, Government of India.

(2) In case the dispute arises between a State Biodiversity Board and another State Biodiversity Board or Boards, the aggrieved

Board or Boards, shall prefer the point or points of dispute to the Central Government which shall refer the same to the Authority.

(3) The memorandum of appeal shall state the facts of the case, the grounds relied upon by the appellant, for preferring the appeal and the relief sought for.

(4) The memorandum of appeal shall be accompanied by an authenticated copy of the order, direction or policy decision, as the case may be, by which the appellant is aggrieved and shall be duly signed by the authorised representative of the appellant.

(5) The memorandum of appeal shall be submitted in quadruplicate, either in person or through a registered post with Acknowledgement due, within 30 days from the date of the orders, direction or policy decision, impugned provided that if the Central Government is satisfied that there was good and sufficient reason for the delay in preferring the appeal, it may, for reason to be recorded in writing, allow the appeal to be preferred after the expiry of the aforesaid period of 30 days but before the expiry of 45 days from the date of the orders impugned, direction or policy decision, as the case may be.

(6) The notice for hearing of the appeal shall be given in Form VI by a registered post with an acknowledgement due.

(7) The Central Government shall, after hearing the appellant and the other parties, dispose of the appeal.

(8) In disposing of an appeal it may vary or modify or cancel impugned order, direction or policy, as the case may be.

(9) In adjudicating a dispute, the Authority shall be guided by the principles of natural justice and as far as practicable, follow the same procedure which the Central Government is required to follow under this rule.

24. *Manner of giving notice under section 61.*— (1) The manner of giving notice,

under clause (b) of section 61, shall be as follows namely:—

(i) The notice shall be in writing in Form VII.

(ii) The person giving the notice may send it to,—

(a) If the alleged offence has taken place in a Union territory, to the Chairperson of the National Bio-diversity Authority; and

(b) If the alleged offence has taken place in a State, to the Chairperson of the State Bio-diversity Board.

(2) The notice referred to in sub-rule (1) shall be sent by registered post acknowledgement due; and

(3) The period of thirty days mentioned in clause (b) of section 61 shall be reckoned from the date, the notice is received by the Authorities mentioned in sub-rule (1).

#### SCHEDULE

##### FORM I

(See rule 14)

#### **Application form for access to Biological resources and associated traditional knowledge**

##### Part A

(i) Full particulars of the applicant

(ii) Name:

(iii) Permanent address:

(iv) Address of the contact person/agent, if any, in India:

(v) Profile of the organization (personal profile in case the applicant is an individual). Please attach relevant documents of authentication):

(vi) Nature of business:

(vii) Turnover of the organization in US\$:

2. Details and specific information about nature of access sought and biological material and associated knowledge to be accessed

(a) Identification (scientific name) of biological resources and its traditional use:

(b) Geographical location of proposed collection:

(c) Description/nature of traditional knowledge (oral/documented):

(d) Any identified individual/community holding the traditional knowledge:

(e) Quantity of biological resources to be collected (give the schedule):

(f) Time span in which the biological resources is proposed to be collected:

(g) Name and number of person authorized by the company for making the selection:

(h) The purpose for which the access is requested including the type and extent of research, commercial use being derived and expected to be derived from it:

(i) Whether any collection of the resource endangers any component of biological diversity and the risks which may arise from the access:

3. Details of any national institution which will participate in the Research and Development activities.

4. Primary destination of accessed resource and identity of the location where the R&D will be carried out.

5. The economic and other benefits including those arriving out of any IPR, patent obtained out of accessed biological resources and knowledge that are intended, or may accrue to the applicant or to the country that he/she belongs.

6. The biotechnological, scientific, social or any other benefits obtained out of accessed biological resources and knowledge that are intended, or may accrue to the applicant or to the country that he/she belongs.

7. Estimation of benefits, that would flow to India/communities arising out of the use of accessed bioresources and traditional knowledge.

8. Proposed mechanism and arrangements for benefit sharing.

9. Any other information considered relevant.

#### Part B

#### Declaration

I/we declare that:

- Collection of proposed biological resources shall not adversely affect the sustainability of the resources;
- Collection of proposed biological resources shall not entail any environmental impact;
- Collection of proposed biological resources shall not pose any risk to ecosystems;

- Collection of proposed biological resources shall not adversely affect the local communities;

I/we further declare the information provided in the application form is true and correct and I/We shall be responsible for any incorrect/wrong information.

Signed  
Name  
Title

Place

Date

#### FORM II

(See Rule 17)

#### **Application for seeking prior approval of National Biodiversity Authority for transferring the results of research to foreign nationals, companies, NRI's, for commercial purposes**

1. Full particulars of the applicant

(i) Name:

(ii) Address:

(iii) Professional profile:

(iv) Organizational affiliation (Please attach relevant documents of authentication):

2. Details of the results of research conducted.

3. Details of the Biological resources and/or associated knowledge used in the research.

4. Geo-graphical location from where the biological resources used in the research are collected.

5 Details of any traditional knowledge used in the research and any identified individual/ community holding the traditional knowledge.

6. Details of institution where R&D activities carried out.

7. Details of the individual/organization to whom the research results are intend to transfer.

8. Details of economic, biotechnological, scientific or any other benefits that are intended, or may accrue to the individual/organization due to commercialization of transferred research results.

9. Details of economic, biotechnological, scientific or any other benefits that are intended, or may accrue to the applicant seeking approval for transfer of results of research.



10. Details of any agreement or MOU between by the proposed recipient and applicant seeking approval for transfer of results of research.

#### Declaration

I/we declare the Information provided in the application form is true and correct and I/We shall be responsible for any incorrect/wrong information.

Signed  
Name  
Title

Place

Date

#### FORM III (See rule 18)

#### Application for seeking prior approval of National Biodiversity Authority for applying for Intellectual Property Right

##### 1. Full particulars of the applicant

(i) Name:

(ii) Address:

(iii) Professional profile:

(iv) Organizational affiliation (Please attach relevant documents of authentication):

##### 2. Details of the invention on which IPRs sought.

3. Details of the Biological resources and/or associated knowledge used in the invention.

4. Geo-graphical location from where the biological resources used in the invention are collected.

5. Details of any traditional knowledge used in the invention and any identified individual/ community/holding the traditional knowledge.

6. Details of institution where Research and Development activities carried out.

7. Details of economic, biotechnological, scientific or any other benefits that are intended, or may accrue to the applicant due commercialization of the invention.

#### Declaration

I/we declare the Information provided in the application form is true and correct and I/We shall be responsible for any incorrect/wrong information.

Signed  
Name  
Title

Place

Date

#### FORM IV (See rule 19)

#### Application form for seeking approval of National Biodiversity Authority for third party transfer of the accessed Biological resources and associated traditional knowledge

##### 1. Full particulars of the applicant

i. Name:

ii. Address:

iii. Professional profile:

iv. Organizational affiliation (Please attach relevant documents of authentication):

2. Details of the biological material and traditional knowledge accessed.

3. Details of the access contract entered (Copy to be enclosed).

4. Details of the benefits and mechanism/ arrangements for benefit sharing already implemented.

5. Full particulars of the third part to whom the accessed material/knowledge is intended to transfer.

6. The purpose of the intended third party transfer.

7. Details of economic, social, biotechnological, scientific or any other benefits that are intended, or may accrue to the third party due to transfer of accessed biological material and knowledge.

8. Details of any agreement to be entered between the applicant and the third party.

9. Estimation of benefits that would flow to India/ communities arising out of the third party transfer of accessed biological resources and traditional knowledge.

10. Proposed mechanism and arrangements for benefit sharing arising out of the proposed third party transfer.

11. Any other relevant information.

#### Declaration

I/we declare the Information provided in the application form is true and correct and I/We shall be responsible for any incorrect/wrong information.

Signed  
Name  
Title

Place

Date



FORM V  
[See rule-23(1)]

**Form of Memorandum of Appeal**

BEFORE THE \_\_\_\_\_ MINISTRY OF  
ENVIRONMENT AND FORESTS, NEW DELHI

OR  
NATIONAL BIODIVERSITY AUTHORITY  
(as the case may be)

(Memorandum of appeal under section 50 of the  
Biological Diversity Act, 2002.)

Appeal No. \_\_\_\_\_ of 200

\_\_\_\_\_  
Appellant (s)

Vs.  
\_\_\_\_\_  
Respondent(s)

\_\_\_\_\_  
(here mention the designation of the Authority/  
/Board, as the case may be)

The appellant begs to prefer this Memorandum  
of Appeal against the order dated \_\_\_\_\_ passed  
by the Respondent on the following facts and  
grounds.

**1. FACTS:**

(Here briefly mention the facts of the case):

**2. GROUND:**

(Here mention the grounds on which the appeal  
is made):

- (i)
- (ii)
- (iii)

**3. RELIEF SOUGHT:**

- (i)
- (ii)
- (iii)

**4. PRAYER:**

(a) In the light of what is stated above, the  
appellant respectfully prays that the order/  
/decision of the respondent be quashed/set-  
-aside.

(b) The policy/guidelines/regulation framed by  
the Respondent be quashed/modified/annulled  
to the extent \_\_\_\_\_  
\_\_\_\_\_

(c) \_\_\_\_\_

Place: \_\_\_\_\_

Dated: \_\_\_\_\_ Signature of the appellant  
with Seal  
Address: \_\_\_\_\_

**Verification**

I, the appellant do hereby declare that what is  
stated above is true to the best of my information  
and belief.

Verified on \_\_\_\_\_ day of \_\_\_\_\_.

Signature of the appellant  
with Seal  
Address: \_\_\_\_\_

Signature of the Authorised  
representative of the appellant

Enclosures: 1. Authenticated copy of the order/  
/direction/policy decision, against  
which the appeal has been  
preferred.

\_\_\_\_\_  
FORM VI

(See rule 28)

BEFORE THE \_\_\_\_\_ MINISTRY OF  
ENVIRONMENT AND FORESTS, NEW DELHI

OR  
NATIONAL BIODIVERSITY AUTHORITY  
(as the case may be)

Appeal No. \_\_\_\_\_ of 200

Between: \_\_\_\_\_ Appellant(s)  
\_\_\_\_\_

Vs. \_\_\_\_\_ Respondent(s)  
\_\_\_\_\_

**Notice**

Please take notice that the above appeal filed by  
the appellant, against the order/direction/policy  
decision (give details) is fixed for hearing on  
\_\_\_\_\_ at \_\_\_\_\_.

The copies of the appeal memorandum and other  
annexure filed along with the appeal are sent  
herewith for your reference.

Please note that if you fail to appear on the said date or other subsequent date of hearing of the appeal, the appeal would be disposed of finally by placing you ex-parte.

Authorized signatory on  
behalf of the Appellate  
Authority (Seal)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

FORM VII

**Form of Notice**

(See rule 24 (1))

By Registered Post/Acknowledgement due

From,

Shri \_\_\_\_\_

\_\_\_\_\_

To,

\_\_\_\_\_

\_\_\_\_\_

Sub.: Notice under section 61(b) of the Biological  
diversity Act, 2002.

1. Whereas an offence under the Biological  
Diversity Act, 2002 has been committed/is  
being committed by \_\_\_\_\_

2. I/we hereby give notice of 30 days under  
Section 61(b) of the Biological Diversity Act, 2002 of  
my/our intention to file a complaint in the Court  
against \_\_\_\_\_ for violation of the  
provisions of the Biological Diversity Act, 2002.

3. In support of my/our notice, I am/we are  
enclosing herewith the following documents as  
evidence of proof.

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

Signature

*Explanation:* (1) In case the notice to be given in  
the name of a company, documentary evidence  
authorising the person to sign the notice on behalf  
of the company shall be enclosed to the notice.

(2) Give the name and address of the alleged  
offender. In case of using biological resource/  
/knowledge/research/bio-survey and bio utilisation/

/the intellectual property right/patent, without  
the approval of the Authority, the details thereof  
and the commercial utilisation if any, may be  
furnished.

(3) Documentary evidence shall include  
photograph, technical report etc. for enabling  
enquiry into the alleged violation/offence.

[No. J-22018/57/2002-CSC (BC)]

DESH DEEPAK VERMA,  
Joint Secretary

**Notification**

New Delhi, the 1st October, 2003

*S.O. 1146(E).*— In exercise of the powers  
conferred by sub-section (3) of section 1 of the  
Biological Diversity Act, 2002 (18 of 2003), the  
Central Government hereby appoints the 1st  
day of October, 2003 as the date on which the  
following sections of the said Act shall come  
into force, namely:—

- (1) Sections 1 and 2;
- (2) Sections 8 to 17 (both inclusive);
- (3) Sections 48, 54, 59, 62, 63, 64 and 65.

[F.No. J-22018/46/2003-CSC(BC)]

DESH DEEPAK VERMA,  
Joint Secretary

**Notification**

New Delhi, the 1st July, 2004

*S.O. 753(E).*— In exercise of the powers  
conferred by sub-section (3) of section 1 of the  
Biological Diversity Act, 2002 (18 of 2003), the  
Central Government hereby appoints the 1st  
day of July, 2004, as the date on which the  
following sections of the said Act shall come  
into force, namely:—

- (1) sections 3 to 7 (both inclusive);

- (2) sections 18 to 47 (both inclusive);
- (3) sections 49 to 53 (both inclusive);
- (4) sections 55 to 58 (both inclusive);
- (5) sections 60 to 61.

[F.No. J-22018/46/2003-CSC(BC)]

DESH DEEPAK VERMA,  
Joint Secretary

—◆◆—  
Department of Social Welfare  
Directorate of Social Welfare  
—

### Notification

50/354/2002-03-HC/PART-I/4247

The Government of Goa is pleased to amend the Dayanand Social Security Scheme (DSSS) and the same is published in the Official Gazette for information of general public.

By order and in the name of the Governor of Goa.

Meena Naik Goltekar, Director & ex officio  
Joint Secretary (Social Welfare).

Panaji, 22nd September, 2014.

“Dayanand Social Security Scheme”, an  
initiative under the “Freedom from  
Hunger Project”

1. *Objective of the Scheme.*— The objective of the Scheme is to provide Financial Assistance to the most vulnerable sections of society and include senior citizen, single women, disabled persons and HIV/AIDS Patient.

2. *Short title, commencement and applicability.*— (1) This Scheme shall be called “Dayanand Social Security Scheme”. Amended Scheme, 2013.

(2) This Scheme shall come into force with effect from the date of Notification in the Official Gazette.

3. *Definition.*— (1) “Beneficiary” means a person who is entitled for Financial Assistance under these Rules and includes single women, disabled persons and senior citizens, besides class of people listed in the objectives and others notified by Government from time to time.

(2) “Disability” means—

- (a) Blindness.
- (b) Hearing/Speech impairment.
- (c) Loco motor disability.
- (d) Mental retardation.
- (e) Mental illness.
- (f) Disability due to Neurological problem.
- (g) Autism.

(3) “Person with Disability” means any person suffering from not less than 40% of any disability indicated at sub-rule (2) above and as certified to that effect by the Medical Board.

(4) “Medical Board” means the Medical Board constituted by the Government vide Notification No. 13/140/87-PHD dated 20-07-1988 and such other Medical Board constituted and notified by the Government from time to time.

(5) “Notification” means a notification published in the Official Gazette.

(6) “Director” means the Director of Social Welfare, Panaji-Goa or any other officer discharging the duties of the Director.

(7) “Government” means the Government of Goa.

(8) “Sanctioning Committee” means the committee constituted by the Government for sanctioning financial assistance under this scheme.

(9) “Spouse” means legally married wife/husband of the member.

(10) "Child" means a legitimate or adopted Child of the member/spouse, upto the age of 21 years.

(11) "Family" means wife/husband, and child/children of the applicant.\*

(12) "Single Woman" means a woman who is above the age of 18 years and includes a widow divorcees, deserted or judicially separated women, and unmarried women above the age of 50.

(13) "Senior Citizen" means any person above the age of 60 years.

(14) "Scheme" means the Dayanand Social Security Scheme.

(15) "Marriage" means marriage by Civil Registration, Hindu Marriage Act, Islamic or any other.

(16) "Mental illness" means any mental disorder other than mental retardation.

4. *Application Procedure.*— The Application for the grant of Financial Assistance under the Scheme shall be made in the prescribed form in Appendix-I to the Director of Social welfare. Each application shall be accompanied by the following documents, namely:—

(i) *Birth Certificate*:- A Certificate issued by the Registrar of Births and Deaths or age as indicated in the School records or any other such valid documents showing the proof of age as notified by the Government.

(ii) *Income Certificate*:- Each applicant shall submit his/her family income certificate issued by competent authority. In case applicant is not in a position to obtain the Income Certificate from the competent authority, then the applicant should submit a Self Declaration on Rs. 20/- stamp paper in (ANNEXURE-A) duly certified and attested before a Gazetted Officer of the State Government.

(iii) *Residence Certificate*:- 15 years Residence Certificate issued by Mamlatdar of the concerned Taluka. Alternatively the applicant may submit the certificate in the

prescribed form ANNEXURE-B issued by the Gazetted Officer of the State Government certifying that the applicant is resident of Goa for the last 15 years.

(iv) *Medical Certificate*:- A Certificate in the prescribed form issued by the Medical Board in case of disabled persons.

(v) Death Certificate and Marriage Certificate of spouse in case the applicant is a widow and Decree of divorce in case the applicant is a divorcee. In case unmarried women above the age of 50 years, the applicant shall submit a self declaration on Rs. 20/- stamp paper as per the prescribed format form (ANNEXURE-C) and signed by Gazetted Officer of the State Government.

(vi) An attested copy of Ration Card.

(vii) An attested copy of Aadhar Card of the applicant.

(viii) An attested copy of the Election Photo Identity Card.

(ix) The applicant shall register themselves on payment of Rs. 200/- as registration fees. In case the applicant is unable to pay the registration fees than an amount of Rs. 50/- may be paid along with certificate in ANNEXURE-E issued by MLA/MP.

5. *General conditions.*— (i) Life Certificate: Every beneficiary shall submit Life Certificate to the Director of Social Welfare once in a year in the month of April/May in the prescribed format in (ANNEXURE-D) issued by the Manager of the Bank in which the beneficiaries monthly Financial Assistance is deposited or the Life Certificate issued by the Gazetted Officer of the State Government in the prescribed format. In case the beneficiary fails to submit the Life Certificate then the Financial Assistance sanctioned to him/her shall be discontinued.

(ii) Each beneficiary shall open single account in a Nationalized Bank or Co-operative Bank.

(iii) In case of Divorce and legal separation of a member, both the husband and wife will be treated as individual members, if they are individually eligible.

(iv) Annual family per capita income of the applicant shall be less than the amount of annual Financial Assistance under the Scheme.

(v) After the Death of the beneficiary, other spouse shall be entitled for Financial Assistance provided that he/she shall apply for transfer of Financial Assistance in the prescribed format (ANNEXURE-F).

(vi) 50 per cent of the Financial Assistance drawn by the spouse will be given, to a maximum of two children each, till they reach the age of 21 years in the event of death of the member and the spouse subject to the limit of Rs. 1000/- per child.

6. *Benefits.*— Senior citizen, single woman, adult disabled and immune deficient (HIV/ /AIDS) patients shall be eligible for Financial Assistance at the rate of Rs. 2000/- per month under the scheme and disabled children with disability less than 90% shall be entitled for the Financial Assistance of Rs. 2500/- per month and person with disabilities having 90% and above disability shall be entitled for the Financial Assistance of Rs. 3500/- per month subject to the fulfillment of required documents and general conditions provided that disabled children shall continue to get Financial Assistance indicated to the extent above even after they attain 21 years.

7. *Medical Assistance.*— Senior citizens covered under Dayanand Social Security Scheme, who are having medical problems requiring continuous medication as part of treatment on producing Medical Certificate from the Chief Medical Officer/Health Officers of the Health Department in the prescribed format as per ANNEXURE-G along with the application for claim of Medical Re-imbursment (ANNEXURE-H) will be eligible for availing the medical assistance of Rs. 500/- per month.

7(a). *Financial Assistance to the persons with disability for purchases of aids and appliances.*— Person with disabilities covered under Dayanand Social Security Scheme and who have medical problem requiring aids/appliances as a part of enabling Environment/Rehabilitation on producing Medical Certificate from the Chief Medical Officer/Health Officer of the Health Department in the prescribed format as per (ANNEXURE-I) along with application for Financial Assistance (ANNEXURE-J) shall be eligible for availing financial assistance of maximum upto Rs. 1,00,000 (Rupees one lakh only) once in a five year.

8. *Sanction of Financial Assistance.*— (i) The applications received shall be scrutinized by the Directorate of Social Welfare and the same will be sanctioned by the Sanctioning Committee.

(ii) The Sanctioning Committee shall comprise of the following.

Chief Minister — Chairperson.

Minister for Social Welfare — Member.

Leader of Opposition — Member.

Director of Social Welfare — Member.

9. *Mode of payment.*— (i) Financial assistance to the beneficiaries sanctioned by sanctioning authority shall be deposited in the Bank Account of the beneficiary by Director of Social Welfare every month.

10. *Interpretation of Rules.*— (i) The Sanctioning Committee's decision regarding the eligibility of beneficiary/member for the purpose of the Scheme shall be final and binding on all the parties concerned.

11. *Stopping/Cancellation of the Financial Assistance.*— Financial Assistance sanctioned under the Scheme shall be stopped/cancelled if:

(i) The beneficiary resorts to professional beginning.

(ii) The beneficiary under the rules is employed and his/her income exceeds the ceiling income prescribed in these rules.

(iii) At any stage the information furnished by the applicant is found to be incorrect or if the Financial Assistance is obtained by suppression of or misrepresentation of material fact.

(iv) The beneficiary changes his residence to some other State/Country.

(v) The single woman re-marries during the continuity of the Scheme.

12. *Supersession and Savings.*— (a) This Scheme shall supersede all existing Rules on the Scheme notified in the Official Gazette, Series I No. 30 dated 24-10-2013.

(b) Notwithstanding such supersession any assistance granted under the earlier scheme shall be deemed to be assistance granted under this scheme.

-----  
APPENDIX – I

GOVERNMENT OF GOA

DIRECTORATE OF SOCIAL WELFARE  
PANAJI-GOA

Application for Financial Assistance

PHOTOGRAPH  
(to be attested  
by MLA or  
Gazetted Officer)

To,  
The Director,  
Directorate of Social Welfare,  
Panaji-Goa.

*Sub.: Request for Financial Assistance.*

Dear Sir,

I, hereby apply for the grant of Financial Assistance under the Scheme DAYANAND SOCIAL SECURITY SCHEME and submit my particulars as under:—

1. Specify the Category under which Financial Assistance is applied for:

- (i) Senior Citizens.
- (ii) Single Women.
- (iii) Disabled persons.

2. Name in full : .....  
(in block letters)                      (Surname)                      (Name)                      (Middle Name)

3. Date of Birth (in figures and in words) .....

4. Full postal address:—

House No.: .....  
Street/Road/Building Name: .....  
Ward Name/No.: .....  
Village/Town/city: .....  
Constituency: .....  
Taluka: .....  
Contact No.: .....



5. In case applicant belongs to a family, the following details are to be given about the family members:

Sr. No.	Name	Age	Relationship with the applicant	Occupation	Income per month
1	2	3	4	5	6
1.					
2.					
3.					
4.					
5.					
6.					

6. Total annual income of the family from all sources: Rs. ....

(Family means wife/husband, sons/daughters of the applicant)

7. Whether belongs to SC/ST/OBC/General: .....

8. Ration Card No.: .....

9. (a) Aadhar Card No.: .....

(b) Aadhar Card No. of spouse: .....

10. Election Photo Identity Card No.: .....

11. Bank Account Details:—

Name of the Bank: .....

Branch: .....

Saving Bank Account No.: .....

IFSC code: .....

MICR code: .....

12. Whether your spouse (husband/wife) is a beneficiary under Dayanand Social Security Scheme:

..... Yes/No.

13. If Yes, give details:—

(i) Registration Number: .....

(ii) Since when Financial Assistance is received: .....

14. Whether you or your spouse is a beneficiary under Griha Adhar Scheme/Kala Sanman Scheme: ..... Yes/No.

15. If Yes, give details:—

(i) Registration Number: .....

(ii) Since when Financial Assistance is received: .....

16. Whether you or any other member of your family is receiving Financial Assistance from any other source: ..... Yes/No.

17. If, Yes, give details:—

(i) Name of the family member: .....

(ii) Relation with the applicant: .....

(iii) Age: .....

(iv) The authority/institution from whom assistance is being received: .....

(v) Quantum of assistance: (lumpsum or per month to specify):- Rs. .... p.m.

(vi) Registration Number/Sanction Order No. and Date: .....

## 18. Documents to be attached:—

## A. For Senior Citizens

- i. A copy of Birth Certificate or any other valid document as prescribed by the Government showing age of the applicant.
- ii. Income Certificate issued by competent authority or self declaration of income as per prescribed format in Annexure – A.
- iii. Residence Certificate issued by mamlatdar or Residence certificate as defined in Annexure–B.
- iv. An attested copy of Ration Card.
- v. An attested copy of Aadhar Card.
- vi. An attested copy of Bank Pass Book.
- vii. An attested copy of Election Photo Identity Card.

## B. For Single Women (Strike out whichever is not applicable)

- i. A copy of Birth Certificate or any other valid document as prescribed by the Government showing age of the applicant.
- ii. Income Certificate issued by competent authority or self declaration of income as per prescribed format in Annexure – A.
- iii. Residence Certificate issued by mamlatdar or Residence Certificate as defined in Annexure–B.
- iv. An attested copy of Ration Card.
- v. An attested copy of Aadhar Card.
- vi. An attested copy of Bank Pass Book.
- vii. An attested copy of Election Photo Identity Card.
- viii. Marriage Certificate.
- ix. Death Certificate of spouse.
- x. Decree of Divorce/copy of the complaint filed before the appropriate authority.
- xi. Declaration in case of Single Unmarried Woman in Annexure – C.

## C. For Disabled Persons

- i. A copy of Birth Certificate or any other valid document as prescribed by the Government showing age of the applicant.
- ii. Income Certificate issued by competent authority or self declaration of income as per prescribed format in Annexure – A.
- iii. Residence Certificate issued by mamlatdar or Residence Certificate as defined in Annexure – B.
- iv. An attested copy of Ration Card.
- v. An attested copy of Aadhar Card.
- vi. An attested copy of Bank Pass Book.
- vii. An attested copy of Election Photo Identity Card.
- viii. Disability Certificate issued by Medical Board.
- ix. Certificate of legal guardianship in case of mentally retarded issued by competent authority.

## 19. I hereby declare:

- (i) That I shall not accept any Financial Assistance in any other form, whatsoever, from any other source during the tenure of the Financial Assistance, if granted to me under the above scheme.
- (ii) That the statements made in this application are true to the best of my knowledge and belief and that no material/information has been concealed or withheld and no misrepresentation of facts made.
- (iii) That I shall be personally responsible for correctness of the information and I shall be liable for penal action as deemed fit against me including filing criminal case.

Date:

.....  
(Signature or thumb impression of the applicant)

## FOR OFFICE USE

Received an amount of Rs. 200/50 (Rupees two hundred only/Rupees fifty only) from the applicant in cash as Registration Fees vide Application Number..... dated .....

Affix Stamp

.....  
Signature  
Director of Social Welfare

Dated:

## TO BE FILLED IN AND RETURNED TO APPLICANT

Received an amount of Rs. 200/Rs. 50 (Rupees two hundred/fifty only) from Shri/Smt./Kum. .... as Registration Fees for Financial Assistance under the DAYANAND SOCIAL SECURITY SCHEME vide Application Number.....dated .....

Affix Stamp

.....  
Signature  
Director of Social Welfare

Date:

## VERIFICATION

(To be signed by any Gazetted Officer of the State Government or MLA/MP)

I Shri/Smt. .... personally know  
Shri/Smt./Kum. .... (applicant).

I hereby certify that I have checked the particulars/information given in this application by  
Shri/Smt./Kum. .... resident of.....  
..... Goa.

The same is found to be correct for the grant of Financial Assistance under the DAYANAND SOCIAL SECURITY SCHEME Rules, 2001. The application is recommended.

Signature:

Name in block letters:

Designation (official)

Address (official): .....

Telephone No. (official): .....

Affix the seal

Date:

Place:

## ANNEXURE-A

## SELF DECLARATION OF OCCUPATION AND INCOME

(To be certified and attested before a Gazetted Officer of State Government)

I, Shri/Smt./Kum. .... wife/son/daughter of ..... major of age, Indian National, resident of ..... do hereby solemnly affirm and state as under:-

1. I say and declare that, presently I am working as ..... and my monthly salary/income is Rs. .... (Rupees .....).

2. I say and declare that, my spouse (Husband/Wife) is working as ..... and his/her monthly salary/income is Rs. .... (Rupees .....).

3. I say and declare that my family per capita annual income from all sources does not exceed Rs. .... (Rupees .....).

(a) Income from agricultural sources : Rs. ....

(b) Income from Bank deposits : Rs. ....

(c) Income from other sources : Rs. ....

(d) Income from Husband : Rs. ....

4. I say that the present declaration is to produce in the office of the Directorate of Social Welfare, Government of Goa, for availing Financial Assistance under DAYANAND SOCIAL SECURITY SCHEME.

5. I say that the contents of the foregoing paras are true and nothing is false.

6. I say and declare that in the event of any false declaration, that I shall be personally responsible for correctness of the information and I shall be liable for penal action as deemed fit against me including filing criminal case.

Solemnly affirmed at ..... on this ..... day of the month of ..... of the year .....

Signed before Me

Declarant

Signature: .....

Name and Designation of the Gazetted Officer

Seal:-

## ANNEXURE - B

## RESIDENCE CERTIFICATE

(To be signed by Mamlatdar or Gazetted Officer of the State Government)

Certified that Shri/Smt./Kum. .... married/unmarried, age..... years, son/wife/daughter of Shri ..... is residing at House No. .... situated at Ward ..... Village/Town..... Taluka..... Goa, for the last ..... years and ..... months since.....

This certificate is issued at the request of Shri/Smt./Kum. .... for producing the same to the office of Directorate of Social Welfare, Panaji-Goa, for availing Financial Assistance under the DAYANAND SOCIAL SECURITY SCHEME.

Signature: .....

Name in block letters: .....

Designation: .....

Address (official): .....

.....

Telephone No. (official): .....

Affix seal

Date: .....

Place: .....

ANNEXURE-C

### SELF DECLARATION AS A SINGLE WOMAN, UNMARRIED

(To be certified and attested before a Gazetted Officer of the State Government)

I, Kum. .... daughter of .....  
 .... major of age, Indian National, resident of .....  
 do hereby solemnly declare as under:-

1. I say and declare that, presently I am unmarried.

2. I say and declare that, I am above 50 years of age.

3. I say that in the event of my marriage, I shall inform the Director of Social Welfare of the same and I shall not accept Financial Assistance under DAYANAND SOCIAL SECURITY SCHEME.

4. I say that the present declaration is to produce in the office of the Directorate of Social Welfare, Government of Goa, for availing Financial Assistance under DAYANAND SOCIAL SECURITY SCHEME.

5. I say that the contents of the foregoing paras are true and nothing is false.

6. I say and declare that in the event of any false declaration, I shall be personally responsible for correctness of the information and I shall be liable for penal action as deem fit against me including filing criminal case.

7. I Solemnly affirmed at ..... on this ..... day of the month of .....  
 of the year .....

Declarant

Signed before me

Signature: .....

Name and Designation of the Gazetted Officer

Seal:-

## ANNEXURE – D

LIFE CERTIFICATE  
PART-(A)

Affix photograph  
attested by a  
Gazetted  
Officer not  
below the  
rank of Additional  
Secretary/MLA/MP

DSSS Sanction Number: .....

Name of the beneficiary: .....

Full Address: .....

Constituency: .....

Signature/L.H.T. of Beneficiary with date: .....

(To be signed in presence of the Gazetted Officer not below the rank of Additional Secretary of the Goa State Government/MLA/MP)

## PART-(B)

(To be signed by the Gazetted Officer of the Goa State Government/MLA/MP)

I, Shri/Smt. .... do hereby certify that I personally know  
Shri/Smt. .... r/o ..... the  
beneficiary of DAYANAND SOCIAL SECURITY SCHEME and Shri/Smt. ....  
is alive as on ..... day of ..... of the year .....

The beneficiary has signed the above part "A" of the certificate in my presence.

Name of the Officer: .....

Designation: .....

Official Stamp

Date: .....

## ANNEXURE – E

Acceptance of Rs. 50/- as token fee under Dayanand Social Security Scheme.

(To be signed by the MLA/MP)

## CERTIFICATE

I Shri/Smt. .... hereby certify that I personally know  
Shri/Smt. .... and he/she is unable to pay Rs. 200/- (Rupees two hundred  
only) as registration fee prescribed under "Dayanand Social Security Scheme". Therefore Rs. 50/- (Rupees  
fifty only) as token registration fees may kindly be accepted and Rs. 150/- (Rupees one hundred fifty only)  
be deducted subsequently from his/her first monthly pension amount on being sanctioned under the  
scheme.

Accepted by:

Name of Applicant:

Signature

(.....)

Signature of MLA/MP

Address (official): .....

Telephone No. (official): .....

SEAL

Date: .....

Place: ..... Goa.



## ANNEXURE – F

Application No. ....

## APPENDIX – VIII

## GOVERNMENT OF GOA

## DIRECTORATE OF SOCIAL WELFARE

## PANAJI-GOA

## APPLICATION FOR TRANSFER OF PENSION

Photograph  
(to be attested  
by MLA or  
Gazetted Officer)

To,  
The Director,  
Directorate of Social Welfare,  
Panaji-Goa.

Dear Sir,

I hereby apply for the TRANSFER OF PENSION under the scheme DAYANAND SOCIAL SECURITY SCHEME and submit my particulars as under:

1. Name in full: .....  
(in block letters) (Surname) (Name)

2. Date of Birth (in figures and in words): .....

3. Occupation: .....

4. Annual income from all sources Rs.: .....

5. Full postal address: .....

..... Pin Code No. ....

6. Contact No.: .....

7. In case applicant belongs to a family, the following details are to be given about the family members:  
(Below the age of 21 years).

Sr. No.	Name(s)	Age	Relationship with the applicant	Occupation	Income per month
1	2	3	4	5	6



ANNEXURE – H

## APPLICATION FOR CLAIM OF MEDICAL RE-IMBURSEMENT

Application No. ....

GOVERNMENT OF GOA  
DIRECTORATE OF SOCIAL WELFARE  
PANAJI-GOA

Photograph  
(to be attested  
by MLA or MP or  
Gazetted Officer)

To,  
The Director,  
Directorate of Social Welfare,  
Panaji-Goa.

*Sub.:* Request for re-imbursment of medical expenses.

Dear Sir,

I, hereby request for re-imbursment of monthly medical expenses under the Scheme.

My particulars are as under:-

1. Name in full: .....  
(in block letters) (Surname) (Name)
2. Date of Birth (in figures and in words): .....
3. Full postal address: .....  
Constituency: .....  
Taluka: .....  
Contact No.: .....
4. Aadhar Card No.: .....
5. Sanction Number under Dayanand Social Security Scheme: .....
6. Nature of the illness: .....
7. Name of the Doctor/Hospital consulted: .....
8. Medicines prescribed by the Doctor for a month

Sr. No.	Name of the Medicine	Quantity	Amount
1.			
2.			
3.			
4.			
5.			
6.			
7.			
TOTAL			

## 9. Bank Account details:—

- a. Name of the Bank: .....
- b. Branch: .....
- c. Account Number: .....
- d. IFSC Code of the Bank: .....

I hereby declare:

(i) That the statements made in this application are true to the best of my knowledge and belief and that no material/information has been concealed or withheld and no misrepresentation of facts made.

(ii) That I shall be personally responsible for correctness of the information and I shall be liable for penal action as deemed fit against me.

Yours faithfully,

(Signature of the Applicant)

*Documents to be enclosed:*

(a) A Certificate prescribed in Annexure-I issued by Doctor from Health Department not below the rank of Chief Medical Officer/Health Officer.

(b) A copy of Aadhar Card.

ANNEXURE – I

CERTIFICATE

(To be issued by the Government Doctor not below the rank of Chief Medical Officer/Health Officer)

This is to certify that I have examined Shri/Smt. .... age ..... resident of House No. .... ward ..... village/town..... Taluka ..... constituency ..... is suffering from..... required..... aids and appliances for enabling environment and rehabilitation of the person.

It is also certified that the cost of the required aids and appliances is Rs. .... (Rupees ..... only). He/She is a beneficiary of Dayanand Social Security Scheme with Registration No. .... His/ Her Aadhar Card number is .....

Photo of the patient  
(to be attested by the Doctor issuing this certificate)

Name of the Doctor .....

Signature of the Doctor from Health Department not below the rank of Chief Medical Office/Health Officer.

Official Rubber Stamp

Date:

## ANNEXURE – J

Application for Financial Assistance to the Persons with Disability for purchases of Aids and Appliances

GOVERNMENT OF GOA  
DIRECTORATE OF SOCIAL WELFARE  
PANAJI-GOA

Photograph  
(to be attested  
by MLA or  
MP or  
Gazetted  
Officer)

To,  
The Director,  
Directorate of Social Welfare,  
Panaji-Goa.

*Sub.:* Request for Financial Assistance to the Persons with Disability for purchases of aids and appliances.

Dear Sir,

I, hereby request for Financial Assistance for purchase of aids and appliances.

My particulars are as under:-

1. Name in full: .....  
(in block letters) (Surname) (Name)

2. Date of Birth (in figures and in words) : .....

3. Full Postal Address:-

House No.: .....  
Street/Road/Building name: .....  
Ward Name/No.: .....  
Village/Town/City: .....  
Constituency: .....  
Taluka: .....  
Contact No.: .....

4. Sex: Male/Female.....

5. Sanction Number under Dayanand Social Security Scheme .....

6. Aadhar Card No.: .....

7. Category of Disability:-

- (a) Mentally Retarded.
- (b) Hearing Impaired.
- (c) Visually Impaired.
- (d) Locomotor Disability.
- (e) Disability occurred due to Neurological problem.
- (f) Autism.



8. Percentage of Disability: .....

9. Aids and appliances suggested by the Doctor:—

Sr. No.	Name of the aids/appliances	Quantity	Amount
---------	-----------------------------	----------	--------

10. Whether the quotation is submitted: Yes/No.....

11. Total Amount required for purchase of aids & appliances

12. Bank Account details:—

a. Name of the Bank : .....

b. Branch: .....

c. Account Number: .....

d. IFSC code of the Bank: .....

e. MICR code: .....

I hereby declare:

(i) That the statements made in this application are true to the best of my knowledge and belief and that no material/information has been concealed or withheld and no misrepresentation of facts made.

(ii) That I shall be personally responsible for correctness of the information and I shall be liable for penal action as deemed fit against me.

Yours faithfully,

(Signature of the Applicant)

*Documents to be enclosed:*

(a) A Certificate prescribed in Annexure-I issued by Doctor from Health Department not below the rank of Chief Medical Officer/Health Officer.

(b) A copy of Aadhar Card.

(c) Quotation from the recognized institution/firm.

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